

# Minutes

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## Essex County Council with Brentwood Borough Council Local Highways Panel (LHP)

17 June 2014

### Membership/Attendance

- |                                     |                        |
|-------------------------------------|------------------------|
| * Cllr Kendall (ECC) (Chair)        | * Cllr Hirst (ECC)     |
| * Cllr Mrs Cohen (BBC) (Vice-chair) | * Cllr Morrissey (BBC) |
| * Cllr Aspinell (ECC)               | * Cllr Dr Naylor (ECC) |
| * Cllr Baker (BBC)                  | * Cllr Parker (BBC)    |
| * Cllr Cloke (BBC)                  |                        |

\*present

### Also Present

Cllr Bass - ECC Cabinet Member for Highways and Transportation  
Cllr Keeble - BBC  
Cllr Mynott – BBC  
Cllr Quirk - BBC

### Officers Present

Mark Robinson – Senior Transport and Strategy Engagement Manager (ECC)  
Jean Sharp – Governance and Member Support Officer (BBC)  
Kim Shenton – Highways Liaison Officer (ECC)  
Peter Wright – Design and Consultancy Manager (ECC)

### 1. Welcome and introductions

Cllr Bass introduced himself and welcomed all present to the meeting, particularly the new Borough Councillors. He advised that either he or his deputies – Cllr Johnson (Harlow) or Cllr Howard (Castle Point) - were entitled to attend LHP meetings but did not have a right to vote.

### 2. Election of new Chair and Vice-chair

Cllr Bass requested nominations for the Chair of the LHP.

Cllr Aspinell nominated and Cllr Morrissey seconded Cllr Kendall and there being no other nominations, Cllr Kendall was elected Chair.

Cllr Kendall welcomed Cllr Bass to the meeting and requested nominations for Vice-chair.

Cllr Hirst nominated and Cllr Dr Naylor seconded Cllr Parker.

Cllr Morrissey nominated and Cllr Baker seconded Cllr Mrs Cohen.

A vote was taken on a show of hands and Cllr Mrs Cohen was elected Vice-chair.

On behalf of the Panel the Chair thanked Cllr Parker for his hard work during his term as the previous Chair.

### **3. Questions to Cllr Bass**

Cllr Bass invited and responded to questions from the Panel. He advised Members regarding spending allocated funds and agreed that a running total of available monies would be confirmed at each meeting.

### **4. LHP Terms of Reference**

Cllr Bass advised that he had agreed to the inclusion in the LHP agenda of 'Question Time' when members of the public or non-members of the LHP would be able to speak for up to 3 minutes. The total length of time for this session would be at the discretion of the Chair.

Cllr Bass also confirmed that the time of day the LHP meeting took place was to be decided by Panel Members.

ECC officers agreed to provide an updated list of schemes proposed by the LHP at each Panel meeting indicating progress, also a budget update.

Cllr Bass recommended that three documents be provided at each meeting showing:

1. Potential schemes put forward for the Panel to consider progressing.
2. An approved programme based on those schemes agreed by the Panel
3. A schedule showing monies allocated (capital and revenue) and monies available

The Chair requested this system be used for future LHP meetings.

### **5. Minutes from previous meeting**

The minutes were approved with some minor amendments.

## 6. Schemes to consider for funding

ECC officers provided a list of potential schemes which had been assessed and were ready for the Panel to commit funding if considered appropriate. The stated costs were indicative and the Panel approved the progression of all schemes in the list, as detailed below. Members advised that some schemes previously considered by the Panel had yet to be validated and were keen to ensure these had not been overlooked since they were not listed. Members were requested to forward details of these schemes onto the Highways Liaison Officer who would ascertain progress and she would circulate details of schemes which had been signed off by Cllr Bass.

### Passenger Transport:

1. Ongar Road, A128 (Garden Centre Opposite Langford Bridge) - Installation of raised kerbs, hardstand and dropped kerbs - **£9,000**

### Casualty Reduction

2. Eagle Way junction with Hartswood Road (Devil's Head crossroads) – detailed design scheme for small solid roundabout - £10,000, also detailed design scheme to be prepared for a small solid roundabout at the Ongar Road (A128) junction with Sandpit Lane, Pilgrims Hatch - **£10,000**.

ECC officers advised that designs for both sites should be completed during the 2014/15 financial year. Cllr Bass suggested an options appraisal on feasibility of other safety measures rather than a design might be appropriate.

Members were reminded that an additional 'Give Way' sign was to be installed in Childerditch Lane approaching the junction and the effect of this and the VAS signs on accident reduction at the site had yet to be validated.

3. Sites yet to be determined: preliminary design and investigation costs for 4 no. potential 2015/16 casualty reduction sites - **£16,000**

### Minor schemes

4. Honeypot Lane - Designs and legal costs (Traffic Order) to change 20mph zone to 20 mph limit - **£5,000** additional funding for implementation (£2,700 previously allocated)

5. Hogarth Estate (Hogarth Avenue, Riseway, Shenfield Crescent) used as a shortcut between Priests and land A128 Ingrave Road - Detailed study/design and TRO. Pilot for 20 limit on residential estate (local roads) which Brentwood BC would like to promote across the borough. Estate included school. 3 estates were requested supported by local petition. Pilot to test the before and after impacts on 1 estate. 3 speed surveys (on

streets above) with a combined mean of 23.3 mph for 12 hour 5 weekday results. **£15,000** additional funding for implementation (£5,000 previously allocated for design).

6. School Rd, Kelvedon Hatch - Detailed study/design and TRO. Pilot for 20 limit on local road with school which Brentwood BC would like to promote across the borough. Pilot to test the before and after impacts. ECC policy was that mean speeds must be below 29mph. Speed surveys met this criteria with a combined mean of 24.2 mph for 12 hour 5 weekday results. **£10,000** additional funding to cover cost of implementation (£4,000 previously allocated).

7. Hall Lane, Shenfield - Detailed study/design and TRO for pilot extending 30 limit on local road with school to incorporate residential properties outside the existing 30 and assess village gateway option. Additional **£10,000** to cover cost of implementation (previously allocated £4,000).

8. B186/ A127 junction south of Woodlands School on Great Warley Street. Improved signage. Estimated cost **£2,550** (2 x Patches: £1000, 2x directional signs: £750, Vegetation Clearance :£500 Design fee: £300)

9. Crown Road, Kelvedon Hatch. School warning sign and slow marking adjacent to sign to be located a suitable distance down Crown Road to the west of the entrance. **£1,500**

10. Hunter Avenue. To investigate widening the footway in front of the car park. Cut back/removal of the hedge (land ownership to be established). **£2,500**

11. Stocks Lane junction with Blackmore Road, Kelvedon Hatch. Traffic island or raised centre road markings - Perceived problem of drivers cutting off the junction as they turn into Stocks Lane. **£10,000.**

12. Larchwood Gardens, Pilgrims Hatch. Proposed 20mph limit or VAS sign plus a review of the signage highlighting the school. The results of the speed survey indicated the introduction a 20mph limit was not feasible according to ECC policy and therefore it was agreed to implement additional school warning signs (**£1,000**) and ECC officers would investigate possible speed reduction alternatives and report back to the next LHP meeting.

13. Great Fox Meadow, Kelvedon Hatch. Existing bollards had been repeatedly knocked over and it was proposed to replace these with bell bollards but they were considered not to be DDA compliant. It was agreed to re-install the existing bollards with deeper, wider foundations. **£1,500.**

14. Seven Arches Road, Brentwood. LHP was requested to part fund improvements to the footpath leading to Brentwood County High School. Total cost £35,025, half of which was to be funded by the Assizes Trust. **£17, 512.** Highway boundary search to be undertaken before proceeding.

15. Lincolns Lane, Brentwood. Speed/volume survey requested. **£210.**
16. Hanging Hill Lane, Hutton. Speed/volume survey request in the locality of Willowbrook Primary School. **£210.**
17. Coxtie Green Road, Brentwood. Speed/volume survey request in the vicinity of number 45 Coxtie Green Road. **£210.**
18. Roman Road, Ingatestone. Speed/volume survey request. **£210.**
- 18A Wash Road, Hutton. Speed/volume survey request. **£210.**

#### PRoW Schemes

19. Bridleways 12 (Ingatestone and Fryerning) and 12 (Highwood) Surface improvements. Extensive potholes in the existing surface. Estimated cost was £12,000 of which Chelmsford City Council agreed to fund 50%. **£6,000.**
20. Bridleways 12 and 13 (Highwood) and 13 (Ingatestone) Surface and drainage improvements needed. Estimated cost was £28,000 of which Chelmsford City Council agreed to fund 50%. **£14,000.** Members were advised that the part of the bridleway owned by Lord Petre was not included.

In future, ECC officers requested the design team be advised of perceived highways problems so that they could investigate possibilities rather than Members suggesting a resolution to reported problems.

**7. Eagle Way junction with Hartswood Road/Childerditch Lane (Devils Head crossroads).** This had been discussed during the previous item.

**8. Ashwells Update.** ECC officers advised that a feasibility study for the north side of Ashwells Road was underway and should be completed in July 2014. A report would be given at the next LHP meeting and it was considered the £70,000 funding already allocated would be sufficient to undertake appropriate works.

Relevant ECC officers would undertake a stakeholder consultation to include the school, church, county and ward members to ensure clarity over what was being proposed.

Investigations relating to the south side of Ashwells Road would be more protracted and ECC officers proposed they be undertaken in 2015/16.

**9. Seven Arches Road School Crossing.** The latest speed survey indicated the site was suitable for a crossing and it was agreed that **£3,000** be allocated for design with the cost of installation (estimated at £33,000) being funded from the 2015/16 budget.

**10. Brentwood Station.** The upgrade to the area around Brentwood Station was to be undertaken in six phases and Members were advised that the feasibility study had been carried out. £19,000 was previously allocated and an additional £6,000 was needed. The Chair requested and ECC officers agreed to provide an update on proposals for the station area, including timescales and costs.

The Panel agreed to the additional funding of **£6,000**.

A Member advised that a sum of money had been approved to update Brentwood and Romford Stations and requested that clarification of these works be sought by ECC officers to ensure the schemes did not clash.

**11. Great Ropers Lane.** A petition had previously been presented requesting speed calming measures being introduced to protect school children and their parents and Members also expressed their concerns. Two speed surveys had been undertaken but the site did not meet the ECC policy guidelines for a 30 mph zone to be implemented.

Members requested ECC officers to investigate measures to reduce speed which could be installed as soon as possible with a view to achieving implementation of a 20mph zone in the future.

It was agreed to allocate **£3,000** funding for an initial investigation to be reported back to the Panel as soon as possible. ECC officers hoped to be able to report back at the September LHP meeting.

In the meantime it was proposed that speed guns could be utilised by volunteers in order to ascertain vehicle speeds in Great Ropers Lane and the information logged.

**12. Brentwood Cycle Study.** The Chair requested a presentation on the cycle study be made at the next LHP meeting and there was a discussion regarding allocating additional funding to this.

It was suggested and agreed that after the allocation of funding as agreed earlier in the meeting, the remaining budget should be allocated either to the cycle strategy or to any outstanding schemes.

**12. LHP request form.** A template had been drafted to be completed by all Members with details of any proposed scheme and for forwarding onto Kim Shenton, ECC HLO officer.

The Chair requested that Members deal with Highways matters referred by residents themselves rather than forwarding enquiries to him.

He requested ECC officers to send various documents to all BBC Members.

**13. Items for future meeting:** The Chair proposed the next meeting should take place in September on a date to be advised and requested that an overview of all schemes under consideration be provided by ECC officers using the 3-document system suggested by Cllr Bass.

New items forwarded to the ECC HLO would be included for consideration.

**14. Any other business.** Cllr Keeble requested urgent attention be given to the situation in Clapgates, Stondon Massey where large transporters servicing three scrapyards had ruined the road. ECC officers agreed to investigate this and the following concerns/requests from Members:

(i) A request was relayed from the Brentwood Renaissance Group for signage and road markings relating to the multi storey car park to be reinstated.

(ii) Cllr Mynott requested ECC officers to ensure that the phasing of traffic lights at the junction of the High Street with Kings Road and Weald Road was still included on the list of proposed schemes,

(iii) Cllr Mrs Cohen requested an update on progress regarding the traffic lights at Tabors Corner, Shenfield.

(iv) Cllr Aspinell requested removal of duplicate street lights installed at the roundabout at the junction of A128 - Ongar Road and Geary Drive, Brentwood.